



November 2023

Dear Parents/Carers,

From 2024, students will have the opportunity to learn in our incredible Senior & STEM Learning Centre. Your contributions to the Building Fund have contributed to making this space a 21<sup>st</sup> century learning space for all students. The Building Fund has provided us with the opportunity to fit out of the 12 different classrooms with quality furniture that will support students to achieve their full potential. We thank all parents/carers who contributed to this important fund.

With another innovative year of learning ahead we would like to advise you of our 2024 voluntary contributions.

Government schools provide students with free instruction to fulfil the standard Victorian curriculum. Nevertheless, contributions from families ensures that Fairhills can inspire, empower, support, and include all our students so they can reach their full potential. Every contribution matters.

The Fairhills High School Council has reviewed the voluntary contributions schedule for 2024 (see attachment). It includes a breakdown of specific items and includes learning & wellbeing activities that will be delivered, and materials and equipment required.

To support our planning for 2024, it would be appreciated if you could make your contribution by Friday 2 February 2024. Contributions can however still be made until Term 3 2024. If you would like to spread out your contributions, please take advantage of the instalments set out in the Compass Payment Centre or contact the General Office for further details.

For information on the Department's Parent Payments Policy please see a one-page overview attached.

With your support, we look forward to offering your child the best learning and wellbeing journey we can offer.

Kind regards

A handwritten signature in blue ink, appearing to read "Ian Van Schie".

Ian Van Schie  
Principal

A handwritten signature in blue ink, appearing to read "Nicole Blanchard".

Nicole Blanchard  
School Council President

<b>Year 12 Curriculum Contributions – Vocational Major Students</b> <i>Important items and activities that the students use, or participate in, to access the curriculum</i>	<b>Annual Amount per STUDENT</b>	<b>CONTRIBUTION AMOUNT</b>
Student ID Card – includes PTV concession	\$20	\$20
Printing and photocopying of worksheets and materials	\$20	
Learning Support subscriptions: eg clickview	\$40	
Classroom Consumables:		
<ul style="list-style-type: none"> <li>Vocational Major Program</li> </ul>		
Provision and upkeep of school devices and ICT eg devices owned by the school, class sets, device configuration, maintenance, and server/system costs	\$80	
<b>TOTAL CURRICULUM CONTRIBUTIONS</b>	<b>\$160</b>	<b>\$</b>

<b>Required Program – Vocational Major</b>		
Vocational Major - <b>\$200</b> . <i>Payment will be via a separate Compass event.</i>		

<b>Other Contributions</b> <i>Non curriculum items and activities that relate to the school's functions and objectives</i>	<b>Annual Amount per STUDENT</b>	<b>CONTRIBUTION AMOUNT</b>
School Sports Victoria membership	\$16	
Student and Parent Communication tool - Compass	\$50	
Student Wellbeing support programs – respectful relationships, cyber bullying, anger management, counselling supports	\$80	
Breakfast Club	\$10	
House Group activities – eg end of term BBQ's, activities and prizes	\$10	
First Aid equipment – eg ice packs, bandages, excursion first aid kits	\$10	
<b>TOTAL OTHER CONTRIBUTIONS</b>	<b>\$176</b>	<b>\$</b>

<b>Tax Deductible Contributions</b> <i>Per family recommendations</i>	<b>Annual Amount per STUDENT</b>	<b>CONTRIBUTION AMOUNT</b>
<ul style="list-style-type: none"> <li>• <b>Building fund</b> (to support renovations, upgrades, and maintenance of school infrastructure) - <i>Suggested contribution \$100</i></li> <li>• <b>Library fund</b> (to support book purchases and other equipment that sustain the library as a valuable resource) - <i>Suggested contribution \$50</i></li> </ul>	Family choice or as per suggestion	
<b>TOTAL TAX-DEDUCTIBLE CONTRIBUTIONS</b>		<b>\$</b>

<b>Extra Curriculum Items and Activities</b> <i>Payment for extra curriculum items and activities will be via separate Compass events</i>	<b>Annual Amount per STUDENT</b>	<b>CONTRIBUTION AMOUNT</b>
<ul style="list-style-type: none"> <li>• Athletics Day – whole school activity. <b>\$15.</b></li> <li>• Interschool Sports program - each student who participates in an interschool sporting event will be required to pay <b>\$20</b> per event.</li> <li>• Instrumental Music. <b>\$200.</b></li> <li>• Instrument Hire. <b>\$50.</b></li> <li>• Year 12 excursions and incursions – to be scheduled.</li> </ul> <p><i>Camps, Sports and Excursion Fund (CSEF) can be used towards camps and excursions for eligible CSEF students</i></p>		

<b>TOTAL CONTRIBUTIONS</b>		<b>\$</b>
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Please return this form to the Office if you **ARE NOT** paying via Compass: Payment Centre.

Student Name: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_      Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

**I will be paying by:**

<input type="checkbox"/>	<b>Credit card:</b> Please debit my card NOW or on ____ / ____ / ____ (please indicate date) Credit Card Number: _____ Expiry Date: ____ / ____      CCV _____ For the amount of \$ _____ Cardholder Name: _____
<input type="checkbox"/>	<b>Payment Plan</b>
<input type="checkbox"/>	<b>Electronically via BPAY</b>
<input type="checkbox"/>	<b>EFTPOS, direct deposit, cash, check payments directly to Fairhills High School Office</b>

## Payment Methods

Parent contributions towards the requested payments is essential to maintain the quality of education that we provide at Fairhills High School. Payment can be made the following ways:

- Compass: Payment Centre
- Electronically via BPAY. Please email [Fairhills.hs@education.vic.gov.au](mailto:Fairhills.hs@education.vic.gov.au) for your personalised details
- EFTPOS, direct deposit, cash, and cheque payments can be made directly at Fairhills High School Office.
- Payment Plans are available. Please return this form to the Office and the school will contact you to arrange your plan.

## Educational items for students to own

Below is a list of items that the school recommends each individual student purchases:

- Laptop <https://fairhillshs.vic.edu.au/learning/digital-learning/>
- Subject textbooks / Stationery / Calculator (as indicated in the Booklist) <https://fairhillshs.vic.edu.au/our-school/policies-and-documents/>
- School Uniform <https://fairhillshs.vic.edu.au/enrolment/uniform/>
- VET resources (Year 10-12 only)

## Financial Support for Families

Fairhills High School understands that some families may experience financial difficulty and offers a range of support options, including:

- State Schools' Relief provides financial support
- Camps, Sports and Excursions Fund (CSEF) provides payments for eligible students to attend camps, sports and excursions

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Accounts Receivable on 03 9758 5022, or email [Fairhills.hs@education.vic.gov.au](mailto:Fairhills.hs@education.vic.gov.au)

## Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by- case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information for the current school year. <https://fairhillshs.vic.edu.au/wp-content/uploads/2023/10/FIN5-Refunds-Policy.pdf>

# PARENT PAYMENTS POLICY

## ONE PAGE OVERVIEW



### FREE INSTRUCTION

- Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- Schools may invite parents to make a financial contribution to support the school.



### PARENT PAYMENT REQUESTS

Schools can request contributions from parents under three categories:

#### Curriculum Contributions

Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

#### Other Contributions

Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

#### Extra-Curricular Items and Activities

Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis.

- Schools may also invite parents to supply or purchase educational items to use and own (e.g. textbooks, stationery, digital devices).



### FINANCIAL HELP FOR FAMILIES

- Schools put in place financial hardship arrangements to support families who cannot pay for items or activities so that their child doesn't miss out.
- Schools have a nominated parent payment contact person(s) that parents can have a confidential discussion with regarding financial hardship arrangements.



### SCHOOL PROCESSES

- Schools must obtain school council approval for their parent payment arrangements and publish all requests and communications for each year level on their school website for transparency.